



TOWN OF EAST WINDSOR
DEPARTMENT OF PUBLIC WORKS

A part-time Parks and Grounds Maintenance Worker position is available in the Public Works Department. Must be at least 18 years of age and possess a clean driving record. \$17.75 per hour. Application and job description are available in the First Selectman's Office, 11 Rye Street, Broad Brook, CT 06016 and on the Town's website www.eastwindsorct.com. Open until filled. EOE



TOWN OF EAST WINDSOR POSITION DESCRIPTION

DEPARTMENT: PUBLIC WORKS

TITLE: PART-TIME PARKS AND GROUNDS
MAINTENANCE WORKER

STATUS: PART-TIME, NON-UNION, NON-EXEMPT

POSITION GOAL:

Under supervision of Public Works Director, or their designee, performs duties involving maintenance of parks facilities and fields. The Public Works Director, or their designee, issues instruction regarding tasks to be completed and evaluates work to ensure it is performed in accordance with instructions. This is a part-time position.

ESSENTIAL FUNCTIONS:

- Painting and light maintenance of park buildings
- Using power equipment and hand tools and remove brush, trees, etc.
- Cleaning and sanitizing snack bar and restroom facilities

OTHER FUNCTIONS:

The above describes the most significant duties performed and are not to be considered a detailed description of every duty that is required of the position. Other related duties may be assigned as needed.

SUPERVISED BY:

Public Works Director or his designee

REQUIRED QUALIFICATIONS:

- Must be 18 years or older
- Must possess a valid motor vehicle driver's license
- Graduation from high school, or equivalent
- 1-2 years' related training and/or experience preferred

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to use and maintain simple tools
- Ability to operate a truck with trailer
- Ability to understand and follow verbal instructions
- Ability to work outside in inclement weather

REQUIRED PHYSICAL EFFORT:

Continuous physical effort required for performance duties, requiring standing and lifting while performing work under various conditions, including exposure to inclement weather with some disagreeable factors in both situations, such as dirt, dust, grease, heat and cold. Ability to lift and/or carry objects up to 50 lbs. Considerable driving may be required to carry out duties.

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The Town of East Windsor provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, the Town of East Windsor complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.